

**TOWN MANAGER'S REPORT**  
**September 2021**

➤ **Financial Report YTD FY22**

- Unrestricted General Funds Balance \$8,887,255; Restricted Funds Balance \$6,840,712
- General Revenue \$1,216,931; Budget \$1,429,140; 85.15% of budget
- General Expenses \$353,872; Budget \$1,429,140; 24.76% of budget
- Restricted Revenue \$1,369,152; Budget \$778,271; 175.92% of budget
- Transfer Tax Expenses \$286,803; Budget \$388,885; 73.75% of budget
- Grants/Other Expenses \$65,367; Budget \$96,281; 67.89% of budget
- Total Cash Assets \$15,792,490; Total Cash Liabilities \$292,532
- Total Income \$2,586,083; Budget \$2,207,411; 117.15% of budget
- Total Expense \$706,042; Budget \$1,914,306; 36.88% of budget

➤ **Participated in the following meetings/events:**

Along with my everyday duties, phone calls and visitors, below please find some scheduled meetings I would like to share with Town Council.

- Sept 1<sup>st</sup> - I met with a few members of the Millville Volunteer Fire Company at the Millville Community Center. The membership may be interested in hosting a fundraiser for their Capital Campaign.
- Sept 1<sup>st</sup> - Attended the SCAT dinner meeting hosted by the Town of Ocean View at Bear Trap Dunes.
- Sept 2<sup>nd</sup> - Held monthly staff meeting.
- Sept 8<sup>th</sup> - Mayor Belinko and I held an informational meeting with the Park & Recreation Commission.
- Sept 13<sup>th</sup> - I met with the Mayor and Deputy Mayor to review ongoing and upcoming projects.
- Sept 14<sup>th</sup> through 21<sup>st</sup> I was out with an illness.
- Sept 20<sup>th</sup> - The Delaware State Police held a "Community Café" at the Millville Community Center.
- Sept 23<sup>rd</sup> - Senator Hocker and Representative Gray held their "Coffee on Me" function at the Millville Community Center.
- Sept 28<sup>th</sup> - Attended the Town Council meeting.
- Sept 29<sup>th</sup> - ZOOM Webinar on Electric Vehicle Infrastructure and the Local Government Role.

➤ **Evans Park:**

- The poured-in-place rubber is now installed underneath the swings! The colors are amazing, and we have very happy parents and grandparents. I received a call today, Oct 7<sup>th</sup>, from a very appreciative mother who has a child in a wheelchair, and she finally could maneuver around the swings.
- Wally's tail is enroute as well as the 6 benches for the pickleball courts.
- The metal tables are in for the plaza; however, the shade cloths are not, and the cloths have to be installed first.

Attached are the following reports:

1. Code & Building Department Report

Respectfully submitted,  
Deborah Botchie  
Town Manager

## Code & Building Department Monthly Report for September 2021

### BUILDING PERMITS

#### Total BP Issued: 34

- Single Family Homes 9
- Townhouse Units 5
- Minor 17
- Commercial 2
- Signs 1

#### Certificates of Occupancy/Completion Issued: 41

<b>Total Revenue</b>	<b>\$ 70,367.90</b>
BP SFH	\$ 47,892.00
BP SFTH	\$ 18,153.50
BP Commercial	\$ 1,328.40
BP Minor	\$ 2,744.00
Sign Permits	\$ 250.00
BP Violations	\$ 0.00

### DEVELOPMENT ACTIVITY

**BL2:** Work continues. Infrastructure continues. All lots being built on in phase 3. Phase 4 into the construction phase all lots up to phase 4 are being built on. Best guess all homes should be under construction for Bishops Landing by this time next year.

**MBTS Sea Breeze:** Site work is almost completed. The home construction is in full force.

**PARKSIDE:** Construction underway and removal of trees and grubbing is starting in their phase 2 area.

**SEA EDGE:** Building in process. Should be sold out and done by December. At least that is their goal.

**SOUTHERN LANDING:** Infrastructure continues, Sewer connection along School Lane completed. Building construction has begun.

**PENINSULA VILLAGE:** Clearing pad work and movement of dirt has started. Since most of the underground infrastructure is already in this site should move quick and houses should start popping up by 1<sup>st</sup> of next year.

**TOWN PARK:** There is still 4 light poles around the track not operating properly. Order has been placed with electrician, as well as a Ground fault outlet in the kitchen being bad. Ice machine in operable at this time. I need to trouble shoot to find why it quit making ice.

### CODE ENFORCEMENT: VIOLATIONS

TOTAL VIOLATIONS: \$0.00